

**Lake Forest Glen Homeowners Association
Regular Meeting of the Board of Directors
March 10, 2012 8:30 a.m.
Held at Lake Forest Glen Association Office
3101 Lake Forest Road
Tahoe City, California 96145**

MINUTES

CALL TO ORDER BY - President, Mark Pierpoint at 8:35a.m. A quorum was established with six boards of directors. Directors present were, Nikki Aronhalt, Jim Cochrane, Doug O’Neal, Mike Robinson and Steve Vanni. Staff present was Alan Miescke, General Manager and Carol Rainville, Administrative Assistant.

1. APPROVAL OF REGULAR MEETING MINUTES – A motion was made by Steve Vanni to approve the minutes of January 21, 2012. A second was made by Jim Cochrane. The motion was passed by a vote of six directors.

2. HOMEOWNER HEARINGS/CORRESPONDENCE - None

3. MANAGER’S REPORT-

A. Action Items from 1-21-12

1. Alan will call Carnelian Woods again to see how their spa is holding up and how old it is. *They have a similar surface and it looks good at five years old. Adam’s Pool Specialties did the work.*
2. Alan will contact each of the companies that bid on the spa about warranty, what is the best time of year to apply the finish, why do permits vary in price and email the board the information. *Alan has contacted Burkett’s. We chose the best material and the longest warranty. All the materials have been approved and Burkett has the permit. We are waiting for dependable weather. The spa will have to be closed for 14 days to cure properly.*
3. Alan will respond to D & D Roofing about payment and request a change to the last paragraph in the warranty letter dated January 16, 2012 - to remove “in lieu of” and replace it with “in addition to”. *We have not received an update change to the warranty letter. Alan has been in contact with them. They would like another materials payment. Alan reminded them that it is typical to get payment for material and labor when the job is complete.*
4. Alan will write a letter for HO about pressure regulator and angle stops. Done. *This letter will be mailed with March statement. We have had no problems concerning the higher water pressure to date. The board said the letter is fine.*
5. Alan will work on the second windows spread sheet. *Alan handed out an updated spread sheet and the board had questions and a discussion. The Accent Gambrel windows are all done. The real necessary window work is complete. What may need may need replacement are the windows with fins and screws that have gaps. The 3 bedroom units need to comply by doing their lower windows within a two year period of roofing project. The original windows on the Gambrel units, not Accent windows will need to be replaced by homeowners. It will take a couple of summers to complete the remaining windows. We will need to buy more windows. The window fund will remain for now. We need to make sure all those homeowners who still have Accent windows are satisfied with them.*
6. Alan will check with other associations to see if they have communication bundles for the HO. *Kingswood and Carnelian Woods have no bundling of communications. Brockway Springs Association has 78 units and they pay for high speed internet for each unit which is run with*

- cables and routers. Their dues are higher. They have a bulk rate with Charter. Eliminating wires would be ideal, but the technology is not there yet.*
7. Alan will close out original window fund. *Done*
 9. Marshall and Mark will continue research on communication services for LFG. They will keep tabs on technologies progress.
 8. Marshall will compose a first draft of a survey about communication service options for LFG homeowners. In the same letter he will request homeowner email address updates. *We receive no update on this topic.*
 9. Mike will adjust budget for spa repair. Mike and Alan worked on the budget. *Mike put \$7000 in for the spa repair. At the same time the spread sheet for the budget has been updated to meet other needs. The updated budget and reserve study were given to the auditor on 3/6/12. The audit went very well.*
 10. Mike and Alan will work on investment plan. *Mike and Alan also took a look at the plan. There will be little or no transfer of funds to investment account for another year or so. We have to get the Asphalt work done next.*
 11. Carol will put guest speaker Jerry Krug on the next meeting agenda. *Done*
 12. Carol will make corrections to the minutes of 11-19-2011. *Done*
 13. Carol will put the date on the HO monthly statement that the Electric Panels need to be completed. *Done*
 14. Carol will send the key projects list to the board. *A few projects were added to the list. We will update projects by the year and prioritize them.*
 15. Carol will put the Tennis Court topic on the next Agenda. *Done*
 16. Carol will make change on Infractions and Fines document to read “**will**” be assessed, in the final paragraph and add “**in length**” to code 1004. *Done*
 17. Carol will put Communication Services Committee research on the next agenda. *Done*
 18. Board to explore swale options before paving begins. Discuss with guest speaker. Carol will keep swale options on the agenda until we see the asphalt representative. *Done*

B. Old Business

1. Tennis Courts – The discussion included ideas about resurfacing the courts or creating a multi-purpose space on unused courts. It will cost about \$40,000 to repair two courts. The remaining fund could go towards the asphalt project.
2. Guest speaker Jerry Krug introduced himself. He is the Vice-President of Advance Asphalt licensed in California and Nevada. Paving is their specialty. Jerry has looked at the project over the years, doing some repairs and the asphalt is close to the end of its useful life. It is time to look at a rehabilitation plan. He presented several proposals, logistics and timelines for the asphalt project. The proposals were discussed in detail. The bids do not include inflation or drainage work. Utility companies will be contacted ahead of time. The work will have a life span of about 14-20 years. The different ideas for swales/ditches were discussed. Alan would like to incorporate the fixes on the swales/ditches with pipe and cobble accomplishing the BMP requirements and satisfying BMPs at the same time. Jerry shared pictures of their equipment and completed projects in the Lake Tahoe area. First Alan will contact our engineer about the drainage. The Board would like to get a good idea of the cost for fixing drainage, then look at which mobilization to go with and what the risks there are in waiting. Some fine tuning needs to be done.

C. NEW BUSINESS

1. The Board discussed an additional front door option for homeowners. Doug O’Neal will bring this additional front door option before the Architectural Committee and report back to the Board.
2. A homeowner has requested to use the same door her unit now has, but with a Fiberglass skin instead of metal. The Architectural Committee will explore this option also.
3. The TCPUD sent us a request to use the LFG pool for their swim program this Season. There was a discussion about the disruption and impact of having the swim program here during our peak season, along with the painting and roofing projects that are going on. The Board decided not to offer the use of our pool for the swim program. A letter will be written to let the TCPUD know of the Board’s decision.
4. The Board reviewed the Chimney Service bid and discussed the issue of safety. The chimney’s used to be inspected on a regular basis for safety purposes. Both wood and gas stoves should be inspected. It was suggested that a safety Committee or program is created. The Board feels that this idea should be explored and there should be more discussion and investigation. Doug O’Neal made a motion to approve implementing the chimney service inspections and at a subsequent meeting the Board should come up with a long range plan for chimney inspections. Mike Robinson seconded the motion and six Directors were in favor. The association will pay for the inspections and if there is a need for any other services the homeowner will be responsible for payment.

4. COMMITTEE REPORTS

1. Communication Service Letter/Survey first draft was not presented.

5. INFRACTION REPORT

In the storms prior to this meeting there were many units who hindered snow removal by not moving their cars, Alan gave them infractions. The board reviewed and discussed the report.

6. LEGAL - None

7. ACCOUNTING

- a. January 2012 Financial – Mike Robinson said the January financial report looks normal. There is plenty in the reserve account so we are set for the beginning of the year.
- b. February 2012 Financial – The February financial report was not available.
- c. Smith-Barney Statement – None
- d. Delinquency Report – The board reviewed the report and delinquencies remain low. The units outstanding are paying on schedule.
- e. Delinquency Tracking Graph – The board reviewed.
- f. Dues Analysis Report Graph – The board reviewed.

8. **WEBSITE** - The website was updated January 2012.

9. **BOARD MEMBER'S COMMENTS / REQUESTS / NON-AGENDA ITEMS**

10. **EXECUTIVE SESSION** –

1. Delinquent Unit – There was no need for discussion.

The meeting was adjourned at 12:15 pm.